

## BCT-FY08

This infobase contains a numerical index of all FECA and OWCP Bulletins, Circulars and Transmittals issued in FY 2007, as well as the text of these issuances.

The BCTINDEX infobase contains a subject index of all FECA and OWCP Bulletins, Circulars and Transmittals issued since FY 1986.

**FECA Bulletins (FB)--Index**  
**FECA Bulletins (FB)--TEXT**

**FECA Circulars (FC)--INDEX**  
**FECA Circulars (FC)--TEXT**

**FECA Transmittals (FT)--INDEX**  
**FECA Transmittals (FT)--TEXT**

**OWCP Bulletins (OB)--INDEX**  
**OWCP Bulletins (OB)--TEXT**

## FECA BULLETIN

**FB 08-01      Compensation Pay - Compensation Rate Changes Effective January 2008.**  
**FB 08-02      Compensation Pay - Consumer Price Index (CPI) Cost-of-Living Adjustments for March 1, 2008.**

## FECA BULLETIN--Text

### **FECA BULLETIN NO. 08-01**

Issue Date:    February 29, 2008

---

Expiration Date:      January 1, 2009

---

Subject:      Compensation Pay - Compensation Rate Changes Effective January 2008.

Background: On January 4, 2008, the President signed Executive Order 13454 implementing a salary increase of 2.50 percent in the General Schedule basic pay. The applicability under 5 U.S.C. 8112 only includes the 2.50 percent increase in the basic General Schedule. Any additional increase for locality-based pay is excluded. The adjustment becomes effective at the start of the first full pay period after January 1, 2008.

Purpose: To inform the appropriate personnel of the increased minimum/maximum rates of compensation, and the adjustment procedures for affected cases on the periodic disability and death payrolls.

The new rates were effective with the first compensation payroll period beginning on or after January 1, 2008. Thus, for daily roll supplemental payments, January 6, 2008, is the specific effective date of the increase. The effective date for the increase of periodic and death roll payments will be January 20, 2008. The new maximum compensation rate payable is based on the scheduled salary of a GS-15, step 10, which is now \$124,010 per annum. The basis for the minimum compensation rate is the salary of a GS-2, Step 1 which is \$19,165 per annum.

The minimum increase specified in this Bulletin is applicable to employees of the U.S. Postal Service.

The effect on 5 U.S.C. 8112 is to increase the payment of compensation for disability claims to:

<u>Effective January 6, 2008</u>	<u>Minimum</u>	<u>Maximum</u>
28-Day Cycle	\$1,105.67	\$7,154.42
Weekly	276.42	1,788.61
Daily (5-day week)	55.28	357.72

The effect on 5 U.S.C. 8133(e) is to increase the monthly pay on which compensation for death is computed to:

<u>Effective January 6, 2008</u>	<u>Minimum</u>	<u>Maximum</u>
Monthly	\$1,597.08	\$7,750.62

Applicability: Appropriate National and District Office personnel

Reference: Memorandum for Executive Heads of Departments and Agencies dated January 4, 2008; and the attachment for the 2008 General Schedule.

Action: The Integrated Federal Employees' Compensation System (iFECS) will update the periodic disability and death payrolls. It should be noted that this adjustment process re-calculates EVERY compensation record from its very beginning to the current date. Thus, it may be that minor changes in the gross compensation are noted; this is not necessarily incorrect.

Any cases keyed as "Gross Overrides without CPI" in iFECS will not have a supplemental record or make a separate calculation of additional entitlement. Thus, these gross override cases must be reviewed to determine if adjustments are necessary. If adjustment is necessary, a manual calculation will be required and the case record documented. A notice

should be sent to the payee by the District Office, detailing the change in the rate of compensation. All cases keyed as "Gross Overrides with CPI" will be adjusted in the usual manner.

1. Adjustments Dates.

- a. As the effective date of the adjustment was January 20, 2008, for the periodic disability and death rolls, there was no supplemental payroll needed. The February 16, 2007 death and disability payments will include any necessary minimum/maximum compensation adjustments.
- b. The new minimum/maximum compensation rates were available in iFECS on February 4, 2008.

2. Adjustment of Daily Roll Payments. The salary adjustments are not retroactive, so it is assumed that all Federal agencies have ample time to receive and report the new pay rates on claims for compensation filed on or after January 1, 2008. Therefore, it is not necessary to review any of these payments.

However, if an inquiry is received, then verification of the pay rate must be secured from the employing agency and the necessary adjustment applied.

Disposition: This bulletin should be retained in Part 5, Benefit Payments, Federal (FECA) Procedure Manual, until the indicated expiration date.

DOUGLAS C. FITZGERALD  
Director for  
Federal Employees' Compensation

Distribution: List No. 2 – Folioviews Groups A, B and D (Claims Examiners, All Supervisors, District Medical Advisors, Fiscal Personnel, Systems Managers, Technical Assistants, Rehabilitation Specialists and Staff Nurses)

**FECA BULLETIN NO. 08-02**

Issue Date: March 1, 2008

---

Expiration Date: February 28, 2009

---

Subject: Compensation Pay - Consumer Price Index (CPI) Cost-of-Living Adjustments for March 1, 2008.

Purpose: To furnish instructions on CPI adjustment implementation of March 1, 2008.

1. The new CPI increase, adjusted to the nearest one-tenth of one percent, is 4.3 percent.
2. The increase is effective March 1, 2008, and is applicable where disability

or death occurred before March 1, 2007.

3. The new base month is December 2007.

4. The maximum compensation rates, which must not be exceeded, are the following:

\$ 7,750.62 per month  
7,154.42 each four weeks  
1,788.61 per week  
357.72 per day (for a 5 day week)

Applicability: Appropriate National Office and District Office personnel.

Reference: FECA Consumer Price Index (CPI) Amendment, dated January 6, 1981.

Action: National Office Production staff will update the Integrated Federal Employees' Compensation System (iFECS) CPI tables, and have all payment records re-calculated, on or about April 3, 2008, when the iFECS system is not in use by District Office personnel. If there are any cases with fixed gross overrides there will be no supplemental record created. These cases must be reviewed to determine if CPI adjustments are necessary and, if so, a manual calculation will be required. If the gross override payment is, in fact, eligible for annual CPI increases, the payment plate should be adjusted in the iFECS system to pay as a "Gross Override *with* CPI".

1. Adjustment Dates.

a. The effective date of the CPI is March 1, 2008, and the period of the first adjusted periodic and death payroll cycles is February 17, 2008 to March 15, 2008. As a result, there will be a supplemental record created for the period of March 1 through March 15, 2008 to account for the increases due after March 1. Payment of this supplemental record will be combined with the April 12, 2008 periodic and death payrolls. A separate payment will not be issued for the March 1 through March 15, 2008 increase amount. Effective May 10, 2008, the periodic and death payrolls will reflect the increased amount of the regular death and periodic payrolls.

b. All tables in the iFECS system will be updated with the new CPI percentage. This update will be performed for all district offices by the iFECS Production staff in the National Office.

2. CPI, Minimum and Maximum Adjustments Listings. Form CA-841, Cost-of-Living Adjustments; Form CA-842, Minimum Compensation Rates; and Form CA-843, Maximum Compensation Rates, should be updated with the new information. Attached to this directive is a complete list of all the CPI increases and effective dates from October 1, 1966 through March 1, 2008.

3. Forms.

a. All claimants will be provided a notice with the Benefit Statement dated April 14, 2007, indicating that a CPI of 4.3% will be applied to all eligible cases. The notice will also advise the claimant of upcoming increases in their compensation pay, including the supplemental CPI payment and the

new periodic payment beginning on May 10, 2008. The Treasury will include this notice as a "stuffer card" with every Benefit Statement issued for the April 12, 2008 rolls.

b. Beginning with the compensation payment cycle that covers April 13, 2008 to May 10, 2008, the Office will issue an updated monthly Benefit Statement to each individual receiving benefits on the 28-day periodic roll cycle. This Benefit Statement will indicate the gross amount of compensation, period of compensation covered by the statement and the pertinent deductions made from the gross compensation. For compensation payments made via paper checks, the Benefit Statement will accompany the check. For compensation payments made through Electronic Fund Transfer (EFT), the Benefit Statement will be mailed separately.

c. If claimants write or call for verification of the amount of compensation paid (possibly for mortgage verification; insurance verification; loan application; etc.), please provide this data in letter form from the district office. Sometimes a Benefit Statement may not reach the addressee and regeneration of the form is not possible. A letter indicating the amount of compensation paid every four weeks will be an adequate substitute for this purpose.

Disposition: This Bulletin is to be retained in Part 5, Benefit Payments, Federal (FECA) Procedure Manual, until further notice or the indicated expiration date.

DOUGLAS C. FITZGERALD  
Director for  
Federal Employees' Compensation

### **Attachment**

Distribution: List No. 2 - Folioviews Groups A, B and D (Claims Examiners, All Supervisors, District Medical Advisors, Fiscal Personnel, Systems Managers, Technical Assistants, Rehabilitation Specialists and Staff Nurses)

COST-OF-LIVING ADJUSTMENTS  
Under 5 USC 8146(a)

<u>EFFECTIVE DATE</u>	<u>RATE</u>	<u>EFFECTIVE DATE</u>	<u>RATE</u>
10/01/66	12.5%	03/01/87	0.7%
01/01/68	3.7%	03/01/88	4.5%
12/01/68	4.0%	03/01/89	4.4%
09/01/69	4.4%	03/01/90	4.5%
06/01/70	4.4%	03/01/91	6.1%
03/01/71	4.0%	03/01/92	2.8%
05/01/72	3.9%	03/01/93	2.9%
06/01/73	4.8%	03/01/94	2.5%
01/01/74	5.2%	03/01/94	2.5%
07/01/74	5.3%	03/01/95	2.7%
11/01/74	6.3%	03/01/96	2.5%
06/01/75	4.1%	03/01/97	3.3%
01/01/76	4.4%	03/01/98	1.5%
11/01/76	4.2%	03/01/99	1.6%
07/01/77	4.9%	03/01/00	2.8%
05/01/78	5.3%	03/01/01	3.3%
11/01/78	4.9%	03/01/02	1.3%
05/01/79	5.5%	03/01/03	2.4%
10/01/79	5.6%	03/01/04	1.6%
04/01/80	7.2%	03/01/05	3.4%
09/01/80	4.0%	03/01/06	3.5%
03/01/81	3.6%	03/01/07	2.4%
03/01/82	8.7%	03/01/08	4.3%
03/01/83	3.9%		
03/01/84	3.3%		
03/01/85	3.5%		
03/01/86	N/A		

Prior to September 7, 1974, the new compensation after adding the CPI is rounded to the nearest \$1.00 on a monthly basis or the nearest multiple of \$.23 on a weekly basis (\$.23, \$.46, \$.69, or \$.92). After September 7, 1974, the new compensation after adding the CPI is rounded to the nearest \$1.00 on a monthly basis or the nearest \$.25 on a weekly basis (\$.25, \$.50, \$.75, or \$1.00).

Prior to 09/07/74	.08-.34 = .23	Eff. 09/07/74	.13-.37 = .25
	.35-.57 = .46		.38-.62 = .50
	.58-.80 = .69		.63-.87 = .75
	.81-.07 = .92		.88-.12 = 1.00

## FECA CIRCULARS

**FC 08-01      Debt Collection – Classification of Aged Delinquent Debts as  
Currently Not Collectable (CNC)**

**FC 08-02      Dual Benefits - FERS Cost of Living Adjustments**

**FC 08-03      Current Interest Rates for Prompt Payment Bills and Debt Collection**

## FECA CIRCULARS (FC)--TEXT

**FECA CIRCULAR NO. 08 – 01  
15, 2007**

**December**

**SUBJECT:**      Debt Collection – Classification of Aged Delinquent Debts as Currently Not Collectable (CNC)

Pursuant to Office of Management and Budget (OMB) Circular No. A-129, and recent policy released by the Department's Office of the Chief Financial Officer (OCFO), the iFECS Debt System will re-classify aged delinquent debts. Specifically, all debts which remain delinquent for two years or more, including those referred to the U.S. Treasury, will be re-classified as "Currently Not Collectable" or "CNC". While this re-classification will remove the debts from the active debt balance that the Program maintains, per OMB and OCFO guidance, the debts will remain eligible for recoupment.

It will be the responsibility of the DFEC National Office to re-classify these debts as they become eligible for CNC status. Debts in CNC status will continue to be reported in the Receivables Report, under a separately defined reporting category. In addition, these debts remain eligible for both Treasury offset and cross-servicing. Should funds be recovered by Treasury on a CNC debt, monies will be applied to the debt in the same manner as all delinquent debts.

DOUGLAS C. FITZGERALD  
Director for  
Federal Employees' Compensation

Distribution: List No. 2--Folioviews Groups A, B, and D (Claims Examiners, All Supervisors, District Medical Advisors, Technical Assistants, Rehabilitation Specialists, and Fiscal Personnel)

**FECA CIRCULAR NO. 08- 02**

**December 31, 2007**

**SUBJECT:**      Dual Benefits - FERS Cost of Living Adjustments

Effective December 1, 2007, benefits issued by the Social Security Administration (SSA) will be increased by 2.3%. This requires the amount of the Federal Employee Retirement System (FERS) Dual Benefits deduction to be increased by the same amount, to ensure the dollar-for-dollar offset remains current.

This adjustment will be made from the National Office for all cases that were correctly entered into the iFECS Compensation program. The adjustment will be effective with the periodic roll cycle beginning December 23, 2007. There will be no adjustment or overpayment declared for the period of December 1, 2007 through December 22, 2007.

The historical SSA cost of living adjustments are as follows:

12/01/2006 - 11/30/2007	3.3%
12/01/2005 - 11/30/2006	4.1%
12/01/2004 - 11/30/2005	2.7%
12/01/2003 - 11/30/2004	2.1%
12/01/2002 - 11/30/2003	1.4%
12/01/2001 - 11/30/2002	2.6%
12/01/2000 - 11/30/2001	3.5%
12/01/1999 - 11/30/2000	2.4%
12/01/1998 - 11/30/1999	1.3%
12/01/1997 - 11/30/1998	2.1%
12/01/1996 - 11/30/1997	2.9%
12/01/1995 - 11/30/1996	2.6%
12/01/1994 - 11/30/1995	2.8%

DOUGLAS C. FITZGERALD  
Director for  
Federal Employees' Compensation

Distribution: List No. 1 - FolioViews Groups A and D (Claims Examiners, All Supervisors, District Medical Advisors, Systems Managers, Technical Assistants, Rehabilitation Specialists and Staff Nurses)

**FECA CIRCULAR NO. 08 – 03  
31, 2008**

**January**

SUBJECT: Current Interest Rates for Prompt Payment Bills and Debt Collection

The interest rate to be assessed for the prompt payment bills is 4.75 percent for the period of January 1, 2008 through June 30, 2008. This new rate has already been updated in the Central Bill Payment tables.

The rate for assessing interest charges on debts due the government has also changed effective January 1, 2008. The interest rate for assessing interest charges on debts due the



government is now 5.0 percent for the period of January 1, 2008 through December 31, 2008. The interest rate tables in the iFECS Debt System have been updated to reflect these changes.

Ordinarily, the rate of interest charged on debts due the government is only changed in January and is effective for the entire year. However, the rate may be changed in July if there is a difference in the Current Value of Funds (CVF) interest rate of more than two percent. The rates are reviewed each June and if the rate has changed another Circular will be published to advise all appropriate personnel of the new rate.

Attached to this Circular is an updated listing of both the Prompt Payment and Debt Management interest rates from January 1, 1985 through the current date.

DOUGLAS C. FITZGERALD  
Director for  
Federal Employees' Compensation

Attachments

Distribution: List No. 2--Folioviews Groups A, B, and D (Claims Examiners, All Supervisors, District Medical Advisors, Technical Assistants, Rehabilitation Specialists, Staff Nurses and Fiscal Personnel)

#### **PROMPT PAYMENT INTEREST RATES**

7/1/07 - 12/31/07	5¾%
1/1/07 - 6/30/07	5¼%
7/1/06 - 12/31/06	5¾%
1/1/06 - 6/30/06	5%
7/1/05 - 12/31/05	4½%
1/1/05 - 6/30/05	4¼%
7/1/04 - 12/31/04	4½%
1/1/04 - 6/30/04	4.0%
7/1/03 - 12/31/03	3%
1/1/03 - 6/30/03	4¼%
7/1/02 - 12/31/02	5¼%
1/1/02 - 6/30/02	5½%
7/1/01 - 12/31/01	5%
1/1/01 - 6/30/01	6%
7/1/00 - 12/31/00	7¼%
1/1/00 - 6/30/00	6¾%
7/1/99 - 12/31/99	6½%
1/1/99 - 6/30/99	5.0%
7/1/98 - 12/31/98	6.0%
1/1/98 - 6/30/98	6¼%

7/1/97 - 12/31/97	6¾%
1/1/97 - 6/30/97	6%
7/1/96 - 12/31/96	7.0%
1/1/96 - 6/30/96	5%
7/1/95 - 12/31/95	6%
1/1/95 - 6/30/95	8%
7/1/94 - 12/31/94	7.0%
1/1/94 - 6/30/94	5½%
7/1/93 - 12/31/93	5%
1/1/93 - 6/30/93	6½%
7/1/92 - 12/31/92	7.0%
1/1/92 - 6/30/92	6%
7/1/91 - 12/31/91	8½%
1/1/91 - 6/30/91	8%
7/1/90 - 12/31/90	9.0%
1/1/90 - 6/30/90	8½%
7/1/89 - 12/31/89	9%
1/1/89 - 6/30/89	9¾%
7/1/88 - 12/31/88	9¼%
1/1/88 - 6/30/88	9%
7/1/87 - 12/31/87	8%
1/1/87 - 6/30/87	7%
7/1/86 - 12/31/86	8½%
1/1/86 - 6/30/86	9¾%
7/1/85 - 12/31/85	10%
1/1/85 - 6/30/85	12%

## DEBT MANAGEMENT INTEREST RATES

1/1/07 – 12/31/07 4%  
7/1/06 – 12/31/06 4%  
1/1/06 – 6/30/06 2%  
1/1/05 – 12/31/05 1%

1/1/04 – 12/31/04 1%  
1/1/03 – 12/31/03 2%  
7/1/02 – 12/31/02 3%  
1/1/02 – 06/30/02 5%  
1/1/01 - 12/31/01 6%  
1/1/00 - 12/31/00 5%

1/1/99 - 12/31/99 5%  
1/1/98 - 12/31/98 5%  
1/1/97 - 12/31/97 5%  
1/1/96 - 12/31/96 5%  
7/1/95 - 12/31/95 5%  
1/1/95 - 06/30/95 3%

1/1/94 - 12/31/94 3%

1/1/93 - 12/31/93 4%  
1/1/92 - 12/31/92 6%  
1/1/91 - 12/31/91 8%  
1/1/90 - 12/31/90 9%

1/1/89 - 12/31/89 7%  
1/1/88 - 12/31/88 6%  
1/1/87 - 12/31/87 7%  
1/1/86 - 12/31/86 8%  
1/1/85 - 12/31/85 9%

Prior to 01/01/84      Not Applicable

## FECA TRANSMITTALS

## FECA TRANSMITTALS (FT)--TEXT

## OWCP BULLETINS

**08-01      Privacy Act - Personally Identifiable Information (PII)**

## OWCP BULLETINS (OB)--TEXT

### **OWCP BULLETIN NO. 08-01**

Issue Date:    January 23, 2008

---

Expiration Date:    Until Further Notice

---

Subject:    Privacy Act - Personally Identifiable Information (PII)

Background:    The Office of Workers' Compensation Programs (OWCP) is responsible for the maintenance of workers' compensation claim files and related reports and documents. These files constitute a system of records under the Privacy Act and must be treated accordingly.

These records contain personally identifiable information (PII). This refers to information that can be used to distinguish or trace an individual's identity such as a person's name, social security number or biometric records. These identifiers can either stand alone or, when combined with other PII data, identify a specific individual. An example would be a document that does not contain a name or social security number but does contain a place of birth and mother's maiden name which, when taken together, may identify a specific individual.

The amount of paperwork collected, maintained and shared in the management of workers' compensation files creates certain vulnerabilities in the integrity of the privacy of the records maintained by OWCP. As a result, procedures must be put in place to mitigate the risk of improper disclosure.

Purpose: To implement uniform procedures designed to minimize the risk of improper release of personally identifiable information and to set forth the steps to be taken when a breach of release protocol occurs.

Applicability: All National Office and District Office personnel.

Action:

1. OWCP is creating a customized on-line PII protection awareness training program and all OWCP employees and contractors with protection responsibilities will be required to complete this training.
2. A new iFECS feature is being developed which will make it easier for Claims Examiners in the Division of Federal Employees' Compensation to identify claim numbers and claimant names during document indexing and file review. This will help minimize errant filings of electronic documents which increase the likelihood of an improper disclosure.
3. The Division of Energy Employees Occupational Illness Compensation will issue detailed procedures addressing how potentially sensitive PII received from the Department of Energy or NIOSH, especially on CD-ROM files, should be handled in managing EEOICPA case files.
4. When the improper release of PII information occurs as a result of the inadvertent mailing of a case record copy to an incorrect individual, or the release pursuant to a Privacy Act request of a case record that contains incorrectly filed documents or documents with other individuals' PII that has not been redacted, the OWCP employee will:
  - a. Begin the document recapture process by asking the individual to return the document in question (either via telephone or registered mail) and offering a self-addressed, stamped envelope for return of the material directly to the district office for re-filing or destruction.
  - b. Notify the District Director who will in turn notify the Regional Director, who will comply with established Departmental reporting requirements documenting the type of PII disclosure, the circumstances surrounding the disclosure and how it was discovered, the appropriate actions taken to recover the PII documents in question and the disposition of that recovery effort.
  - c. Each PII recapture request must be tracked within the regional office. If the recapture of the PII document(s) is successful, the incident will be closed with the incident record filed and maintained in OWCP.

d. If the third party in possession of errant PII document(s) refuses to return the document(s), this situation must be reported to the National Office, through the Regional Director, who will provide guidance on determining what actions should be taken.

Disposition: The bulletin is to be retained until further notice.

CECILY RAYBURN  
Director, Division of  
Planning, Policy, and Standards

Distribution: List No. 1 (All OWCP Employees)